



MHB GROUP

Custom Community Magazines Since 1974

LETTER OF INTENT

_____ (Park Name) intends to publish a monthly newsletter utilizing the services of Mobile Home Park Magazines.

1. This is not a contract. This is a request to engage the subscription publishing service of Mobile Home Park Magazines for our park.
2. To utilize this service, our community will be assessed an annual fee of \$1.00 per household plus any additional requested copies.
3. Magazines will be delivered by the 1st of the month (or the 5th of the month for Regions 5, 9, and 15), provided that editorial guidelines and deadlines have been met.
4. Mobile Home Park Magazines will print our copy "as is," provided that editorial guidelines are met.
5. Mobile Home Park Magazines will supply us with necessary forms. Seasonal graphics are available online if needed. Various templates may also be available online for your use.
6. Mobile Home Park Magazines provides 16 pages (Regions 2, 5-15, 60) or 20 pages (Regions 1, 3, 4, 22-27) for our use. We can use the pages in any way we choose within the editorial guidelines.
7. ***We will not place any ads in the editorial section, including in-park services.*** Exceptions to this policy must be approved by publisher.

Publication Name _____

Park Name _____ # of Copies _____

Park Address _____

City, State, Zip _____

Editor Name _____ Phone _____

Editor Address _____ Editor E-mail _____

Signed _____ Date _____

First Month of Publication (*editorial must be received by the 15th of the month prior*) _____

Park Manager Name _____ Phone _____

Delivery Address _____

Email for UPS delivery notification _____